



Department of Medical Assistance Services
600 East Broad Street, Suite 1300
Richmond, Virginia 23219
<http://www.cns.state.va.us/dmas>

MEDICAID MEMO

TO: All Providers of Mental Retardation Waiver Services
Participating in the Virginia Medical Assistance Program
and Health Maintenance Organizations Providing Services
to Virginia Medicaid Recipients

MEMO	Special
DATE	9-18-00

FROM: Dennis G. Smith, Director
Department of Medical Assistance Services

SUBJECT: Annual Reassessments/Reauthorizations

The purpose of this memorandum is to address changes in procedures for the annual reassessment/reauthorization of individuals receiving Mental Retardation Waiver services.

The Virginia Administrative Code (12 VAC 30-120-130) requires that the case manager complete a comprehensive reassessment and coordinate a new plan of care for each Waiver recipient every year. It has been the responsibility of DMHMRSAS to review and authorize all plans of care prior to their implementation. DMAS and DMHMRSAS agree that the review of annual renewals by DMHMRSAS is eliminated. While the case manager must still complete an annual reassessment and facilitate the revised Waiver plan of care, no annual renewal Service Authorization Requests are to be sent to DMHMRSAS for plans that continue the same services and service units as in the previous year. This is effective immediately.

DMHMRSAS will continue to preauthorize requests for service modifications. Requests for initiating services, service modifications, provider modifications, and terminations are to be sent according to the procedures outlined in the August 22, 2000, memorandum. Please remember that claims submitted in excess of the approved amounts will cause the entire claim to be rejected. In addition, claims submitted after the termination of the service will be reviewed and, if found to be fraudulent, will be referred for appropriate action.

End dates in the Medicaid Management Information System have been reset to accommodate this change so that claims will not be rejected improperly.

COPIES OF MEDICAID MEMORANDA AND PROVIDER MANUALS

DMAS publishes searchable and printable copies of its provider manuals and Medicaid memoranda on the Internet. Please visit the DMAS website at <http://www.cns.state.va.us/dmas/>. Click on "Provider Manuals" for Medicaid and SLH provider manuals or click on "Provider Information" to see Medicaid memoranda. The Internet is the fastest way to receive provider information.

HEALTH MAINTENANCE ORGANIZATIONS

This Medicaid Memo is provided for information only.

"HELPLINE"

The "HELPLINE" is available Monday through Friday from 8:30 a.m. to 4:30 p.m., except State holidays, to answer questions. The "HELPLINE" numbers are:

786-6273	Richmond Area
1-800-552-8627	All Other Areas

Please remember that the "HELPLINE" is for provider use only.